

# CONFERENCE CALL MINUTES

Thursday, May 4, 2000

## Where are we on?

- Outreach Conference in Mystic, CT: Carol stated who was coming and that everyone should have made reservations by now. Send arrival info to Carol so that ground transportation can be coordinated. There may be some changes in the Agenda and those changes will be taken care of ASAP. Lastly, each outreach member will be responsible for guiding the group through their respective web sites.  
  
\*\*\*\*\* Action Item: Carol will send requests for conference binder input. Let her know what you would like in them.
- Samples Newsletter: Feed back has been positive for the most part on the second issue. Jana and Karen are working on the 3<sup>rd</sup> issue which should be out in July. Jana will also design a survey after the next issue to gauge expectance of the newsletter.
- Staff Changes: Stephanie Harrington will be leaving OAR External Affairs to take a position with OSS. Michael Kelly is now working full time for NOAA HQs, interviews for the External Affairs Team Leader position will be conducted May 8-10 while the Boulder position interviews are being conducted May 4<sup>th</sup> and 5<sup>th</sup>. The Program Analyst Position(s) closed May 1 and interviews will begin shortly.

## New Topics

- HQs Outreach Budget FY2000 and FY2001: Mary Anne mentioned that it is time to think about the FY2001 Outreach budget. The activities and money remaining for FY2000 were discussed and will be posted on the web.  
  
\*\*\*\*\* Action Item - Committees must submit a placeholders by May 19<sup>th</sup> for activities in the FY2001 budget. Drafts for review will be sent out on May 26<sup>th</sup>.

## Reports From:

- Sea Grant/OAR Partnerships: Mike Quigley mentioned the next Sea Grant/OAR meeting set for Boulder around July 17<sup>th</sup>. Sue Borda said that Sea Grant is having a retreat during that week so that may not be the right time to have this meeting.
- Education: 18,000 posters were printed and distribution has begun. The primary audience for these posters are teachers. Posters will be framed to present to Scott Gudes and Dave Evans. NSTA speeches by Dave Evans and Ernie Hildner were a success and plans for next year's NSTA meeting have already begun.
- Public Affairs: Mentioned items—Earth Day, Child to Work Day, May 3<sup>rd</sup> Oklahoma Tornado workshops and presentations(one by Dr. Baker), News reports on East Coast Tsunami dangers, and media training.
- Web: Carol stated that the new OAR web page is receiving 5-7 questions per day from the 'Contact Us' link. The web pages are in finished form overall with some minors changes still needed. Sue Borda requested that the Oceans button include 'Coastal Resources' to reflect OAR/Sea Grant work in the Great Lakes region. This will be clarified.

## Take Me to Your Leader:

- Dave and Louisa are conducting the mini reviews of the labs.